

## APPENDIX C: Project Details

**Provide** Project Details for each proposed project listed on Appendix A. Number and label each item (1-10). Responses may not exceed a total of five (5) pages in length. *Only those applications that address each question will be reviewed.*

1. **Project Descriptions:** Explain the proposed project, why it's being developed, how it relates to local recreation needs and is it a new development or does it build upon an existing facility.
2. **Administrative Capacity:** Describe your capacity to plan, implement and maintain the project (sufficient and qualified staff or contractor, effective administrative procedures and systems, evidence of past success, etc.)
3. **Community Partners:** Describe business, non-profit organization and community willingness to participate in and support the project through funding or leveraging resources. Attach any letters of support to the proposal.
4. **Status of Planning & Design:** Indicate the status of planning and design elements for the project and if not complete at this time explain how you intend to expedite planning and design to allow construction/completion of the project to occur expeditiously, preferably within twelve months of award.
5. **Project Budgeting:** Is capital funding appropriation in place at this time? If not, when will your budget be amended to utilize grant funds and/or any other funding for this project?
6. **Accessibility Goals:** Describe how the project will deal with accessibility issues including minimizing walking or biking distance from established communities, enhancing handicapped accessibility, and offering integrated, equal access by all users.
7. **Service Area & Patrons:** Describe the project's potential to benefit a significantly broader population and geographic area.
8. **Cultural & Historic Aspects:** Describe the project's contribution to maintaining the cultural or historical significance of the community.
9. **Natural Resource Stewardship:** Describe the degree to which the project protects/restores natural resource values within the facility and the community, and employs "Green" design and low impact development elements in planning, construction and future maintenance.
10. **Matching Funds:** What, if any, additional matching funds are being provided to allow an expansion of project scope?